

May 21, 2008

## TO THE MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The HUMAN SERVICES COMMITTEE met in regular session on May 7, 2008, and recommends the following motions:

1. Election of Chair. Pat Evans elected as Chair of Human Services Committee.
2. Election of Vice Chair. Steve Fewell elected as Vice Chair of Human Services Committee.
3. Set date and time for regular meetings. 4<sup>th</sup> Wednesday of month at 6 p.m.
4. Review minutes of:
  - a) Board of Health (11/26/07).
  - b) Children with Disabilities Education Board (3/12/08 & 4/9/08).
  - c) Aging & Disability Resource Center (3/27/08).
  - d) Community Options Program Planning Cmte (2/25/08).
  - e) Community Options Program Appeals Cmte (2/25/08).
  - f) Homeless Issues & Affordable Housing Sub Cmte No Quorum (4/22/08).Receive & place on file items a-f.
5. Communication from Supervisor Mary Scray re: Have the County look to contract with a professional fund raiser to raise money/donations for the furniture at the new Mental Health Care Center. (Held from previous meeting.) Receive & place on file.
6. Human Services Dept. - Grant Application Approval – Alcohol and other Drug Abuse (AOA) QI Grant. Approve.
7. Human Services Dept. - Request for Proposal (RFP) Staff Response and Crisis Home Services. Approve RFP.
8. Human Services Dept. - Mental Health Center Statistics Update (March). Receive & place on file.
9. Human Services Dept. - Bellin Psychiatric Monthly Report (March). Receive & place on file.
10. Human Services Dept. - Approval for new Non-Continuous Vendor. Approve.
11. Human Services Dept. - Approval of New Contract Vendors. Approve.
12. Human Services Dept. - Monthly Contract Update. Receive & place on file.

**Human Services Committee**

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13. Human Services Dept. - Budget Status Financial Report for Community Programs (December 2007). Receive & place on file.
14. Human Services Dept. - Budget Status Financial Report for Mental Health Center (December 2007 – March 2008). Receive & place on file.
15. Human Services Dept. - WCHSA Meeting Minutes (March). Receive & place on file.
16. Human Services Dept. - Director's report. Receive & place on file.
17. Veterans Department, Health Department - Budget Status Financial Report for March 2008; Aging & Disability Resource Center of Brown County – Revenue & Expense Report for March 31, 2008. Receive & place on file.
18. Audit of bills. Approve.

Approved by:

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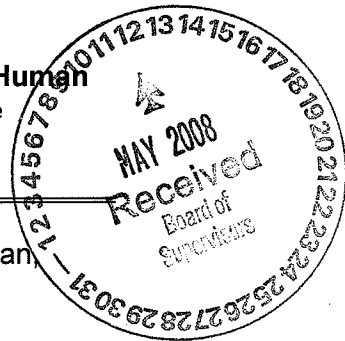
COUNTY EXECUTIVE

Date

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**PROCEEDINGS OF THE BROWN COUNTY**  
**HUMAN SERVICES COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Human Services Committee** was held on Wednesday, May 7, 2008 in Room 200 of the Northern Building – 305 East Walnut Street, Green Bay, Wisconsin



**Present:** Jesse Brunette, Pat Evans, Steve Fewell, Julie Knier, Rich Langan,  
Pat LaViolette, Tom Lund

**Also Present:** Diane Pivonka, Mark Quam, Tom Eggebrecht  
Tom Hinz, Jayme Sellen, Supervisor Mary Scray  
Other Interested Parties, Media

**1. Call Meeting to Order:**

The meeting was called to order by senior member Pat Evans at 7:12 p.m.

**2. Approve/Modify Agenda:**

**Motion made by Supervisor Fewell and seconded by Supervisor LaViolette to approve. MOTION APPROVED UNANIMOUSLY**

**3. Election of Chair:**

**Nomination made by Steve Fewell to elect Pat Evans as Chairman of the Human Services Committee. Nominations closed by Supervisor Fewell and PAT EVANS elected by unanimous ballot.**

**4. Election of Vice-Chair:**

**Nomination made by Pat LaViolette to elect Steve Fewell as Vice-Chairman of the Human Services Committee. Nominations closed by Supervisor Lund and STEVE FEWELL elected by unanimous ballot.**

**5. Set Date and Time for Regular Meetings:**

**4<sup>th</sup> Wednesday of the month – 6:00 p.m.**

Chairman Evans highlighted issues that will come before this committee during the next election period:

- **Family Care** – An informed decision will need to be made to determine if Brown County should be involved with Family Care. The possibility of having a regional county consortium will need to be evaluated as Brown County cannot do this alone. This program is for the elderly and disabled and is managed care for those who qualify. The State of Wisconsin has replaced the Community Options Program with Family Care. Family Care is mandated by the State and Brown County would act as a pass through agent. The program will begin in late 2009, or early 2010. A presentation will be made by Mark Quam at the June meeting.

- **Review of the State Budget and its impact on Brown County** – As a great amount of funds the County receives will go to non-profits for non-mandated programs, evaluation of the programs will need to be done to determine which may have to be scaled back or not funded. Meetings will be scheduled with local providers on a monthly basis, i.e. Family Services, Aspiro, Catholic Charities, Teen Parenting Program, etc.
- **Illegal Immigrants** - Brown County will need to support fraud investigation in order to follow laws that have been set up.
- **Influx of people coming to Brown County from out of the County** – Many people are receiving Section 8 housing and welfare benefits. Evans feels the County has been too accommodating and this is an issue to be addressed.
- **Veterans' Services** – The department at this time is working over capacity because of the existing number of veterans, the return of veterans, and the potential for more being deployed. The County should work with Representative Kagan and the Federal government to investigate what role the County can have in an expansion of a Veterans' Clinic. A mega clinic is being discussed for the Brown County area, one of only three in the U.S.
- **Homelessness Issues** – Although many groups are working on this issue, the County will need to become involved, specifically with case management of homeless individuals.
- **Facilities Master Plan Sub-Committee** – This committee will need to determine the future and long term viability of the existing Mental Health Center Complex. Current options are to tear it down, renovate it for the Sheriff's Department, renovate for other County departments, sell to a private company, or work with the Federal government to determine the feasibility of a Veterans' Clinic.
- **Work with Administration re: New MHC** – In addition to working with the Facilities Master Plan Sub-Committee, this committee will need to work with Administration to develop a transition plan for the new MHC.
- **Continue to pursue private donations for the new MHC** – Any amount of money raised to offset the tax burden will be appreciated.

6. **Approve/Modify Minutes of April 2, 2008:**

**Motion made by Supervisor Fewell and seconded by Supervisor Lund to approve. MOTION APPROVED UNANIMOUSLY**

4. **Review Minutes of:**

- a. **Board of Health (11/26/07)**
- b. **Children with Disabilities Education Board (3/23/08 & 4/9/08)**
- c. **Aging & Disability Resource Center (3/27/08)**
- d. **Community Options Planning Cmte (2/25/08)**
- e. **Community Options Program Appeals Cmte (2/25/08)**

f. **Homeless Issues & Affordable Housing Sub Cmte No Quorum  
(4/22/08)**

**Motion made by Supervisor Fewell and seconded by Supervisor Lund to receive and place on file 4a to 4f. MOTION APPROVED UNANIMOUSLY**

**Comments from the Public/Such other Matters as authorized by law:**

5. None

**Communications:**

8. **Communication from Supervisor Mary Scray re: have the County look to contract with a professional fund raiser to raise money/donations for the furniture at the new Mental Health Center (held from previous meeting):**

Supervisor Scray reported that she continues to work on the issue of fund raising. Her initial thought was to hire a professional fund raiser and she has discussed this issue with Winnebago County and with Supervisor LaViolette who was involved in fund raising as Director of the Brown County Library.

Supervisor LaViolette stated it may be a false assumption to think that a hired fund raiser will ask for and raise funds. In her experience, fund raisers instead train staff to ask for funds. She explained it is a huge commitment of time and resources, stating that when doing public/private fund raising the following steps are necessary:

- To develop a statement which is defensible and compelling, which explains need, and which can answer questions as to why dollars are needed, and have all other sources been exhausted.
- A total project budget
- A committee consisting of one or two community leaders who have a history of giving money to the community and who will accompany staff when asking for donations
- Members who are willing to make calls in person
- To develop a pyramid with an initial donation of \$250,000 to \$300,000
- A prospect list of motivated persons
- A list of naming opportunities and how gifts will be recognized

Supervisor LaViolette suggested the committee look at the fund raising done by Brewster Village, along with that of local hospitals. At this time, there is \$596,000 for FF & E in the budget. It will be necessary to develop a case as to why more than this is needed. She recommended that before any fund raising is considered, serious planning be done.

Supervisor Fewell pointed out that he has an issue when a government agency wants to raise money when there are many not-for-profit agencies, i.e. Family Services, Aspiro, Curative Workshop, Cerebral Palsy Center, etc. who would be in competition. A government agency does have the ability to raise revenue through taxes, stating that is not what he is recommending, however the other entities do not have that avenue.

**Motion made by Supervisor Brunette and seconded by Supervisor Lund to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**Human Services Department:**

9. **Grant Application Approval – Alcohol and Other Drug Abuse (AOA) IQ Grant:**

Mark Quam explained that a \$10,000 quality improvement grant has been received to be used for drug and alcohol services. Funds will provide training for individuals using outpatient services. There is no match involved.

**Motion made by Supervisor LaViolette and seconded by Supervisor Lund to approve. MOTION APPROVED UNANIMOUSLY**

10. **Request for Proposal (RFP) Staff Response and Crisis Home Services:**

Tom Eggebrecht explained that this Request for Proposal is a result of the closure of the long term care unit at the Mental Health Center that helped with developmental disabled and a response to state and federal urging for community care vs. institutional care. Eon Agar, as the newly hired Program System Coordinator, will attempt to tap into the community contract network to develop a pool of on call responders, along with attempting to secure a facility that can be used for short term stabilization purposes.

Supervisor Fewell asked why a member of this committee was not included on the RFP panel as has been done on other RFP's.

Although it was felt by Supervisor LaViolette this was "micro-managing", Supervisor Fewell pointed out that it has been the practice of the County to have a member of the County Board included on RFP panels, specifically citing the Clerk's Office, the Mental Health Center construction, etc. etc. Supervisor LaViolette asked if there was a policy stating such. Although there is not a written policy, Chairman Evans advised Supervisor LaViolette to submit a written communication if she would like a policy to be considered.

When asked about beds for short term stabilization by Supervisor Knier, Mr. Eggebrecht indicated that the plan is to lease a duplex property for this purpose.

**Motion made by Supervisor Fewell and seconded by Supervisor Knier to approve the RFP. MOTION APPROVED UNANIMOUSLY**

11. **Mental Health Center Statistics Update (March):**

Diane Pivonka informed the committee that approximately 54% of the psychiatric patient population at the Mental Health Center is from out of county. In 2006, the average daily census was 18, and in 2008 it has risen to 27. The average length of stay has also increased. Ms. Pivonka clarified that only out of county psychiatric patients are admitted. There are no out of county hospital patients as the County Board voted not to accept them as there bring in no revenue. There are presently 12 contracts with surrounding counties for psychiatric patients. The psychiatric unit is self-supporting and uses no levy dollars.

**Motion made by Supervisor LaViolette and seconded by Supervisor Fewell to receive and place on file. MOTION APPROVED UNANIMOUSLY**

12. **Bellin Psychiatric Monthly Report (March):**

A report from Linda Roethle of Bellin Psychiatric Center reports there were no transfers of involuntary adolescents to other institutions, nor were any admissions refused during the last reporting period.

**Motion made by Supervisor Fewell and seconded by Supervisor Brunette to receive and place on file. MOTION APPROVED UNANIMOUSLY**

13. **Approval for New Non-Continuous Vendor:**

The list of non-continuous vendors provided in packet material was reviewed and recommended for approval.

**Motion made by Supervisor LaViolette and seconded by Supervisor Brunette to approve. MOTION APPROVED UNANIMOUSLY**

14. **Approval of New Contract Vendors:**

The list of new contract vendors provided in packet material was reviewed and recommended for approval.

**Motion made by Supervisor LaViolette and seconded by Supervisor Fewell to approve. MOTION APPROVED UNANIMOUSLY**

15. **Monthly Contract Update:**

**Motion made by Supervisor Fewell and seconded by Supervisor Langan to receive and place on file. MOTION APPROVED UNANIMOUSLY**

16. **Budget Status Financial Report for Community Program (December 2007):**  
17. **Budget Status Financial Report for Mental Health Center (December 2008-March 2008):**

Mark Quam reported that 2007 year end shows a slim positive budget margin.

**Motion made by Supervisor Brunette and seconded by Supervisor Lund to receive and place on file #'s 16 & 17. MOTION APPROVED UNANIMOUSLY**

18. **WCHSA Meeting Minutes (March):**

Mr. Quam referred to minutes of the WCHSA Executive Board of March 6, 2008, explaining that the Wisconsin Department of Health & Family Services will cease operation as it has been known, being replaced with a separate Department of Children's Services. Further information will be given at the June meeting.

**Motion made by Supervisor Fewell and seconded by Supervisor Brunette to receive and place on file. MOTION APPROVED UNANIMOUSLY**

19. **Director's Report:**

Mr. Quam highlighted the following activities during the last reporting period:

- Family Care Program – A power point presentation will be made at the June meeting of this committee.
- Room & Board Issue with State – People in the Community Options Program or Community Integration Program (elderly and disabled) who are eligible for

Medicaid have previously had room and board costs calculated separate from service costs. The State has disputed these calculations and the issue continues to be under discussion.

- Human Services Board will hold an Open House related to the budget on May 15, 2007, 5:15 p.m., at Aspiro.
- A fund raiser golf outing for Brown County children will be held on September 10<sup>th</sup>. In addition, a softball game is scheduled in June to raise funds for aged care.
- Budget process is underway with cuts expected.

**Motion made by Supervisor Fewell and seconded by Supervisor Brunette to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**Veterans' Dept** Budget Status Financial Report for 3/08. No other agenda items  
**Aging & Disability Resource Center of Brown County** Revenue & Expense Report for 3/31/08. No other agenda items.

**Health Depart** (Budget Status Financial Report for 3/31/08. No other agenda items  
**Syble Hopp** No agenda items

**Motion made by Supervisor Lund and seconded by Supervisor Fewell to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**Other:**

A letter from Mark Schroeder, Assistant Corporation Counsel, directed to Supervisor Brunette and dated 5/7/08 was distributed. Because Supervisor Brunette and his wife have been licensed foster parents with Brown County, Brunette asked for a formal opinion from the Corporation Counsel's office on whether there is a conflict of interest. Mr. Schroeder states that given the facts, he does not believe there is a conflict of interest regarding Mr. Brunette's status as a licensed foster home with his service on the Human Services Committee and Brown County Board. (Letter available in County Board and County Clerk's office.)

**20. Audit of Bills:**

**Motion made by Supervisor Fewell and seconded by Supervisor Knier to approve. MOTION APPROVED UNANIMOUSLY**

**Next Agenda:**

**Veteran's Services Facility – Rich Langan**  
**Presentation on Family Care – Mark Quam**

**Motion made by Supervisor Lund and seconded by Supervisor Knier to adjourn at 8:20 p.m. MOTION APPROVED UNANIMOUSLY**

Respectfully submitted,

Rae G. Knippel,  
Recording Secretary